



# Baltimore City Department of Human Resources

Elliott L. Wheelan, Director of Human Resources

Martin O' Malley, Mayor

**EXAMINATION FOR:** PUBLIC HEALTH INVESTIGATOR

**SALARY:** \$25,756 – \$28,624 **GRADE:** 430

**CLOSING DATE:** Continuous Recruitment - February 25, 2005 is the last day to file an application.

**POSITION:** A Public Health Investigator identifies, locates and makes home visits to people who may need medical care, health risk assessments, counseling, medical testing, health treatment monitoring or health care referral. Employees work a conventional workweek that may include evening work.

The eligible list may be used to hire persons as vacancies arise.

**MINIMUM QUALIFICATIONS:** On or before the date of filing the application, each candidate must:

Have graduated from an accredited high school or possess a GED certificate;

AND

Have two years of experience investigating the home environment and health status of parents and children or the disabled and elderly or the sources of communicable diseases.

One year of additional education may be substituted for each year of the required experience.

**NOTE:** Some positions in this class must hold and maintain current certification as a Certified Nursing Assistant issued by the Maryland Board of Nursing. If you have a certification, enter the number on the application.

**NOTE:** Positions in this class performing lead paint poisoning investigation must, after employment, obtain and maintain current Lead Inspector Technician certification, current Visual Inspector certification and current Water Sampler certification issued by the Maryland State Department of the Environment.

**NOTE:** A valid Maryland Class C Noncommercial driver's license or an equivalent out-of-state driver's license acceptable to the Office of Risk Management may be required for some positions in this class. If you have a license, enter the number on the application. It will be verified by the appointing authority if required for the position. Provisional Driver's Licenses and Learner's Permits are not acceptable.

**SELECTION PROCESS:** All candidates indicating the minimum qualifications on their applications will be placed on the eligible list without further examination. The training and experience of each candidate will be evaluated for appropriateness and quantity. It is essential, therefore, that you give complete and accurate information on your application. Vagueness or omission may prevent you from being considered for this position. Qualified candidates will not be listed in rank order.

42571 (012804) 430 U (3) Q  
VH/mk POSTED: 01/03/05

Apply to: Baltimore City Department of Human Resources · 201 East Baltimore Street · Suite 100 · Baltimore, Maryland 21202 · (410) 396-3860

For additional job opportunities information, call (410) 545-3875

For the Hearing impaired: TTY 396-4930

**An Equal Opportunity Employer**

[www.baltimorecity.gov](http://www.baltimorecity.gov)

(see reverse side)

**APPLICATIONS:** Applications may be obtained by mail or in person from the Baltimore City Department of Human Resources, 201 East Baltimore Street, Suite 100, Baltimore, Maryland 21202.

**PHYSICAL EXAMINATION:** Eligible candidates must pass a job-related physical examination administered by the City.

**TESTING FOR DRUGS:** Effective October 1, 1994, the City's pre-employment physical examination for all applicants will include substance abuse testing. Substance abuse testing shall also be required prior to promotion to a sensitive job classification.

**ELIGIBILITY:** Qualified candidates will be considered for vacancies as they arise, for a period of at least one year. The decision of the Director of Human Resources with respect to acceptable minimum qualifications is final.

**SERVICE FEE:** City employees who are represented by a union will be required to become union members or to pay a service fee as a condition of continuing employment after completion of a probationary period.

**PROBATION:** All persons, including current City employees, selected from an eligible list resulting from this examination will be on probation for six months.

**CONTINUOUS RECRUITMENT:** Vacancies may be filled at any time. Applications will be processed in the order in which they are received. Delay in filing your application may prevent you from being considered for vacancies.

**FOR YOUR CONVENIENCE:** Applicants may also obtain and submit applications for this title at the following location:

Baltimore City Health Department  
Human Resources  
210 Guilford Avenue  
Baltimore, Maryland 21202



Baltimore City  
Department of Human Resources  
201 East Baltimore Street  
Suite 100  
Baltimore, Maryland 21202